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| **Intec Business Colleges – Scheme of Work – Project Management Qualification (PMQ)** | | | | |
| **Standards Title** | **PMQ Certificate in Project Management** | | **Length of programme** | **5 weeks** |
| **Occupation** | The APM Project Management Qualification (SCQF Level 7) is a knowledge-based qualification. It enables you to demonstrate knowledge of all elements of project management. You'll be able to demonstrate an understanding of how these elements interact and how your project fits into your strategic and commercial environment.  This qualification is for those wanting to participate in projects of all sizes. You'll typically have some pre existing project management knowledge. It’s the ideal next step for anyone holding the APM Project Fundamentals Qualification. | | | |
| **Delivery** | Sessions held over a five week period one day a week. | | | |
| **Programme Coverage** | | | | |
| Governance *(Knowledge & Skills)* | | Quality management *(Knowledge & Skills)* | | |
| Stakeholders and communications management *(Knowledge & Skills)* | | Resource management *(Knowledge & Skills)* | | |
| Budgeting and cost control *(Knowledge & Skills)* | | Sustainability *(Knowledge & Skills)* | | |
| Business case and benefits *(Knowledge & Skills)* | | Transition Management (Knowledge & Skills) | | |
| Scope management *(Knowledge & Skills)* | |  | | |
| Integrated/consolidated planning *(Knowledge & Skills)* | |  | | |
| Schedule management *(Knowledge & Skills)* | |  | | |
| Risk and issue management *(Knowledge & Skills)* | |  | | |
| Contract management and procurement *(Knowledge & Skills)* | |  | | |

| **Module** | **Title** | **Content** | **Timings** | **Directed Study** |
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| Week 1 | Setting up for success | * Life cycles * Governance arrangements * Sustainability * Financial management * Business case | 7.5 hours | * Revision for subjects covered * Complete worksheets given for feedback and marking * Relate learning to own environment to help consolidate knowledge |
| Week 2 | Preparing for change | * Procurement * Reviews * Assurance * Transition management * Benefits management | 7.5 hours | * Revision for subjects covered * Complete worksheets given for feedback and marking * Relate learning to own environment to help consolidate knowledge |
| Week 3 | People and Behaviours | * Stakeholder engagement and communication management * Conflict resolution * Leadership * Team management * Diversity and inclusion * Ethics, compliance and professionalism | 7.5 hours | * Revision for subjects covered * Complete worksheets given for feedback and marking * Relate learning to own environment to help consolidate knowledge |
| Week 4 | Planning and managing deployment | * Requirements management * Quality management * Integrated planning * Schedule management * Resource management and capacity planning | 7.5 hours | * Revision for subjects covered * Complete worksheets given for feedback and marking * Relate learning to own environment to help consolidate knowledge |
| Week 5 | Planning and Managing deployment  Mock Exam | * Budgeting and cost control * Risk and issue management * Change control   Mock Exam | 7.5 hours | * Revision for subjects covered * Complete worksheets given for feedback and marking * Relate learning to own environment to help consolidate knowledge * Revise all subjects in preparation for live exam |
| Week 6-8 | Live Exam | Sit PMQ exam at arranged time and within the secure requirements of APM |  |  |